

March 03, 2020  
Regular Session  
Bonifay, Florida

The Holmes County Board of Commissioners met in a Regular Session on the above date with the following members present: Commissioner Clint Erickson, Commissioner Phillip Music, Commissioner Brandon Newsom and Commissioner Earl Stafford, Chairman of the Board.

David Corbin, Project Director was present.

Barbra Bennett, Deputy Clerk, was present and kept the minutes.

Chairman Stafford called the meeting to order at 6:00p.m. Bob Stinebaugh, The Integrity Group, led the prayer and pledge.

The first agenda item was Agenda Additions or Deletions. The following changes were made to the agenda:

- Commissioner Item D - deleted
- County Coordinator Item B - deleted
- County Coordinator Item B – Road Department Repair and Maintenance Budget - added
- County Coordinator Item C – Power Poles on Hoover Mill Road - added
- County Coordinator Item D – Invoice from Dewberry Engineers - added
- County Coordinator Item E – Letter from Allen Norton, and Blue - added

Commissioner Music offered a motion to approve the amended agenda with Commissioner Newsom offering a second. The motion passed unanimously.

Commissioner Music offered a motion to approve the minutes from the February 18, 2020 Regular Session with Commissioner Newsom offering a second. The motion passed unanimously.

Bob Jones, CDBG Grant Administrator, requested that the Board authorize the Chairman to sign an Environmental Review letter required by the current CDBG grant. Commissioner Sassnett offered a motion to accept the request and Commissioner Music offered a second and the motion passed unanimously.

Mike Gordon, Building Inspector was not present to discuss the Planning fees. The Board tabled this matter until Mr. Gordon can present this item.

Darlene Moody, a resident of Bradley road, discussed her dissatisfaction with the new milled asphalt placed on Bradley Road as part of the FEMA alternative procedures program. Discussion included other residents' concerns, the milled asphalt being placed in other districts, the cost to maintain these roads and the contractor's trucks damaging the new road work. Cliff Knauer, Dewberry Engineers, discussed inspection procedures for the FEMA roads and the repairs

that will be done prior to the completion of the project. The Board advised Ms. Moody that the contractor must complete the work to the Board's approval.

Alice Vickers, Clerk of Court, presented Budget Amendment #4 for approval. She advised that the Amendment was necessary to account for additional library grant revenue, the money given to the Council on Aging to purchase a van and the fish purchased to stock Dogwood Lakes. Commissioner Music offered a motion to accept the budget amendment, with a second from Commissioner Newsom. The motion passed unanimously.

(Budget Amendment)

David Corbin, Project Director, presented a letter from BTK Engineering Services, Inc. stating that the 4H Barn does not meet the current building code for a business or commercial occupancy. Mr. Corbin, and Kalyn Waters, Extension Service Director, have found two buildings close to town that could work for a temporary office for the Extension Service. Ms. Waters requested an 18 month lease on the space that that formerly housed Metric Engineering owned by Locke Development. Commissioner Erickson offered a motion to enter into an 18 month lease on the requested office space with Commissioner Music offering a second. The motion passed unanimously. The Board directed that the 4-H Barn is no longer open to the public and can only be used for storage.

(Letter)

(Lease)

David Corbin, Project Director, discussed that the Road Department repair and maintenance budget is over by \$37,062. Discussion included moving money from the Road Department's contingencies fund and selling one of District 1's grader to cover the shortfall. Commissioner Newsom offered a motion to sell a District 1 grader with Commissioner Music offering a second. The motion passed unanimously. Commissioner Sasnett, Mr. Corbin, and Andy Tharp, Shop foreman, are to decide which grader to sell. The Board directed Mr. Corbin to monitor the Road Department's repair and maintenance budget.

Commissioner Erickson, presented a letter to the Board in reference to the short fall of funding for the Bonifay/Gritney Road phase 1 paving project. He stated that DOT is requesting that the Board submit a letter of commitment to the project in order to secure additional funding from the phase 2 project. Discussion of this matter included the following;

- Forfeiting equipment from FEMA alternative and procedure scope 2 in order to complete the project.
- Shortfall of \$750,000 on Bonifay/Chiplea Road
- Consequences of not completing projects
- Including the cost of completing the projects in the FEMA A/P Scope 2 request
- History and issues with both projects
- Filing a request that DOT reduce the scope of both projects
- DOT's threat to pull funding if no commitment is received

The following citizens discussed this matter:

- Alice Vickers, Clerk of Court
- Bob Stinebaugh, The Integrity Group
- Cliff Knauer, Dewberry Engineers

Commissioner Erickson offered the following motion:

- Board to submit letter to DOT requesting that the \$237,000 allocated for Phase 2 of the Bonifay/Gritney Road project be moved to Phase 1
- Letter will obligate Board to pay the \$165,000 remaining on Phase 1
- Letter will also obligate the Board to fund \$387,000 for Phase 2 if all easements can be obtained

Commissioner Newsom offered a second and the motion passed unanimously.

(Letter)

Bob Stinebaugh, The Integrity Group, requested direction as to the width of Old Mill Road to put on the scope request for the FEMA alternative procedures program. The Board directed Mr. Stinebaugh to submit request for an 18 foot width throughout the length of Old Mill Road. They also directed him to remove all equipment but the reclaimer from the Scope 2 request.

Kevin Adkinson, The Integrity Group, discussed the projects for the HMGP grant application. He advised that the Courthouse generator project needs estimates and a scope of work update from 2012. Discussion included the recommended wiring needed for the project, the application deadline and the source of the match funds. The Board directed Project Director, David Corbin to hire an electrician to inspect the Courthouse wiring. Mr. Adkinson advised that interior improvements to the Ag Center and a new EMS building are not eligible projects under this grant. The Board discussed the possibility of using the HMGP program for road repairs.

David Corbin, Project Director, discussed an invoice for \$732 for moving power poles on Hoover Mill Road. Commissioner Erickson offered a motion to move the amount of the invoice from the District 5 road materials account to contracted services. Commissioner Music offered a second and the motion passed unanimously.

(Invoice)

David Corbin, Project Director, informed the Board that Dewberry Engineers has been paid \$72,654 of the contracted amount of \$100,000 for the inspection services on the FEMA alternative procedures program.

David Corbin, Project Director, presented a letter from the PRM Attorneys Allen, Norton and Blue advising that their fees are increasing \$25 per hour to an hourly rate of \$260. The Board directed Mr. Corbin to negotiate the rate increase.

(Letter)

Cliff Knauer, Dewberry Engineers, presented an update on the progress of the FEMA alternative procedures projects. He advised that approximately 12-13 miles of the roads have been completed and discussed the unforeseen circumstances caused by the weather.

Cliff Knauer, Dewberry Engineers, discussed alternative funding sources to pave Morrow Road since its removal from the FEMA A/P list. The discussion included the following:

- Property owner, Judge Green from Walton County, has agreed to donate right of way on the road
- Road must be paved to alleviate problems
- Dewberry's proposal of \$5,500 to survey and do the preliminary design
- Possibility of needing matching funds for the project
- Road maintenance and moving power poles

Mr. Knauer agreed to reduce the amount of his proposal to \$3,000. Commissioner Sasnett offered a motion to accept the proposal and pay \$2,000 of the cost from the District 1 road materials account with the remainder to be paid from District 5's road materials account. Commissioner Erickson offered a second and the motion passed unanimously.

Jake Mathis, Melvin Engineering, advised that the Idlewood Drive resurfacing project will start on March 16<sup>th</sup>. He presented a \$41,208 quote from C.W. Roberts to resurface Pineview Drive. No action was taken by the Board.

Jake Mathis, Melvin Engineering, presented a \$158,787 proposal for inspection services on the Bonifay/Gritney Road paving project. Commissioner Erickson offered a motion to accept

the proposal contingent on DOT approving the reallocation of Phase 2 funding to Phase 1. Commissioner Music offered a second and the motion passed unanimously.

(Task Order)

Commissioner Newsom discussed the many complaints received concerning the poor condition of CR 181. Discussion included his plans to meet with Senator George Gainer, “pre” funding the repair project or using funding from CR 181C for the needed repairs. The Board tabled this matter until after the meeting with Senator Gainer.

Commissioner Erickson presented three quotes for patching Muir Lane and the roads in the Dogwood Lakes subdivision. Discussion included the spots in the subdivision that need repairs and the possible source of funds to complete the repairs. Alice Vickers, Clerk of Court advised that the \$500,000 Hurricane Michael grant money received is designated for the County’s reserves. This matter was tabled until the Board can receive clarification on permissible uses of the grant.

(Quotes)

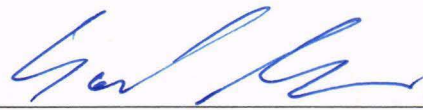
Commissioner Erickson stated that he has been approached by individuals interested in leasing the County owned 58 acres on Deacon Road for hunting. Commissioner Sasnett offered a motion to advertise bids for a hunting lease on the property with the stipulation that the County retains the right to terminate the lease upon demand. Commissioner Music offered a second and the motion passed unanimously.

Chairman Stafford requested that the Weiler Equipment machine demonstration be setup on an Esto Road. The Board had no objection to the request.

Chairman Stafford and the Board commended the Pittman Fire Department graduating class.



Clerk



Chairman